

Community Preservation Act Committee

Date: October 12, 2023

Time: 7:00pm – 8:30pm

Location: Conducted remotely due to Covid-19.

Draft Minutes

Remote Participation:

- Clarissa Rowe
- Jo Anne Preston
- Susan Doctrow
- David Swanson
- Leslie Mayer
- Kin Lau
- JoAnn Robinson
- Brian McBride

Also Attending Remotely:

- Christine Bongiorno –
Deputy Town
Manager of
Operations
- Deanna
Stacchi
-Minutes

Introductions

CPAC Chair, Clarissa Rowe, welcomed members and guests at 7:00pm and introduced the newest member of the committee, Brian McBride, also a member of the Conservation Commission.

Election of Officers

Clarissa Rowe nominated herself as CPAC Chair to serve for 1 final year. Brian McBride seconded the nomination. Approved 7-0 by roll call vote.

Review and Approval of Minutes - Tabled

FY25 Projected CPA Revenues

Presented by Christine Bongiorno –

Local - \$1,926,780

State - \$385,356 (2%)

Total - \$2,312,136

Consideration for Park and Recreation turnback of \$400,000 brings estimated total to \$2,712,136. Ms. Rowe noted that the budget is over by approximately \$1.1M.

Mr. Lau requested an audit of allocated funding to determine if awarded funds are being used.

Ms. Mayer noted that she used to do this as part of the report for Town Meeting. Ms. Rowe recommended discussing the idea again in January.

Discussion of FY25 CPA Preliminary Applications Received

Community Housing

1. 10 Sunnyside, Housing Corporation of Arlington – \$500K

Supplemental request to fund the demolition of the existing structure and build a multi-unit 100% affordable housing location at 10 Sunnyside.

Ms. Preston - Requested more information on projected project costs.

Ms. Rowe – Noted that the project has been approved by the Zoning Board.

Ms. Doctrow – Recommended leveraging local funding.

Mr. Lau motioned to advance the request to final application, seconded by Ms. Preston, pending more details. Approved 8-0 by roll call vote.

2. Homelessness Prevention Program, Housing Corporation of Arlington - \$50K

Funding requested to support the program's continuing mission to meet the increased housing crisis needs of residents including assistance with back rent, security deposits and moving expenses.

Ms. Rowe – Application does not provide a significant explanation of funding use.

Commended their work.

Ms. Preston – Wording clarifications needed to include “families” and “single people” which includes widows, etc.

Ms. Doctrow – Concerned that the project is not within the scope of CPA as it seems to be more of a social services project.

Mr. Lau motioned to advance the request to final application, seconded by Ms. Preston, pending a more detailed and developed final application. Approved 8-0 by roll call vote.

3. Leasing Differential Funding, Somerville Housing Coalition - \$41,115

Funding is used to make up rental differentials for renters in Arlington affordable housing. All previous requests have been approved. The program is widely supported by CPAC.

Mr. Lau motioned to advance the request to final application, seconded by Ms. Mayer.
Approved 8-0 by roll call vote.

4. Special Needs Home Creation, Arlington Housing Authority - \$300K

Ms. Preston – Location will be at Chestnut Manor.
Ms. Rowe – Requested a site plan.

Ms. Doctrow motioned to advance the request to final application, seconded by Mr. McBride.
Approved 8-0 by roll call vote.

Historic Preservation

1. American Legion Post 39 Enhancements, American Legion BOD - \$88K

Request to cover costs of restoration of front lawn, replacement of railroad ties with retaining wall to prevent flooding of adjacent properties, installation of a Geothermal Well to reduce heating and cooling costs.

Ms. Preston – Will contact Bill McCarthy from Veteran's Services to review historical inventory. She also stated that she doesn't believe the request would pass Town Meeting.
Ms. Mayer – The request is not for historical purposes and is not within the scope of CPA.

Ms. Mayer motioned to take no action on the request, seconded by Ms. Doctrow. Approved 6-0 by roll call vote with Ms. Robinson and Ms. Rowe abstaining.

2. Monument to British Soldiers at Battle of Menotomy, Arlington Historical Society - \$10,516

Ms. Doctrow – Creation of historic property is not in the scope of CPA.
Ms. Robinson – The land is preserved by MA Historical Commission and attached to the deed. Request would have to be approved by Cemetery and Historical Commissions.
Ms. Mayer – Suggested requesting support and funding from British organizations.

Ms. Doctrow motioned to take no action on the request, seconded by Mr. Swanson. Approved 7-0 by roll call vote with Ms. Robinson abstaining.

3. Foot of the Rocks Battlefield Memorial, Arlington Historical Society - \$450K

Ms. Rowe and Ms. Robinson recused themselves as they are on the list of meeting attendees for the project. Ms. Rowe noted that the 250th anniversary deadline is approaching so a decision will need to be made.

Ms. Preston – Noted the size of the area as being small in comparison to the recorded 1700 militia men.

Ms. Robinson – Stated that the location is a memorial location but that the militia was spread out beyond the memorial space.

Mr. Lau – Inquired if the final design included a cannon. CPA cannot fund artillery.

Mr. Swanson, Mr. McBride, Ms. Preston – Noted the large ask seems out of proportion to the project. A significant amount of funding has already been awarded with no certainty of a final plan. Suggested reducing the ask.

Ms. Mayer – Project meets criteria to move forward. Vote on funding amount will take place later.

Mr. Lau motioned to advance the request to final application, seconded by Ms. Mayer.

Approved 6-0 by roll call vote with Ms. Rowe and Ms. Robinson abstaining.

4. Jason Russell House Accessibility Improvements, Arlington Historical Society - \$126K

Funding request to modify the existing entryway by adding an ADA compliant ramp.

Ms. Mayer – Requested clarity about whether the funding was for the museum or the house. Past funding was only awarded for the historical house.

Ms. Robinson – Access to the museum is only through the house. A new entrance may need to be created.

Ms. Preston – Funding for supervisory time for staff already on payroll.

Ms. Rowe – Funding is for projects, not staff.

Ms. Mayer motioned to take no action on the request, seconded by Mr. Lau. Approved 7-0 by roll call vote with Ms. Robinson abstaining.

5. Digitizing and Preservation of Arlington Marriage Records, Town Clerk - \$150K

Ms. Robinson – Records need to be preserved as they are historical records, some of which are over 200 years old. Recommended further discussion with Heather Leavell who is conducting the digitization process for Dallin Museum records. She noted that CPA did fund Dallin and the Planning Department for a similar project.

Ms. Preston – Digitized records don't last long.

Mr. McBride – Suggested including digitization costs in each department's budget rather than applying for CPA.

Ms. Doctrow – The records are actively used (ie: requests for certified copies) which causes damage to original documents. CPA should consider the request if it's within the scope.

Ms. Robinson motioned to advance the request to final application, seconded by Ms. Doctrow.

Approved 7-0 by roll call vote with Ms. Preston abstaining.

6. Shay House Roof Repair, Salvation Army (Cambridge Corp) - \$30K

Ms. Robinson – Site is on historic inventory, but project could be considered maintenance which is not funded by CPA. More details are needed as the structure below the roof is historical and needs to be preserved.

Ms. Doctrow – Funding should be submitted under Housing Projects as the structure provides housing to homeless men.

Ms. Mayer – Asked if a rubber roof was permitted on historical property. Ms. Robinson – Yes.

Mr. Lau motioned to advance the request to final application with the above stipulations, seconded by Ms. Robinson. Approved 8-0 by roll call vote.

7. Winfield Robbins Memorial Garden, Friends of Robbins Garden - \$42,600

Funding requested for historical replanting and repair of historical fence.

Ms. Robinson – Group has added 30 trees, conducted fencing work and made changes around the statute. Garden clean-up scheduled for 10/26/2023.

Mr. Lau – Would like to see a plan as part of the proposal as items outside of installation would fall under maintenance.

Ms. Robinson – Spoke with Mona McKinley who is responsible for the maintenance plan and works with Garden Club volunteers and Friends organizations. Maintenance is not part of the plan.

Ms. Mayer motioned to advance the request to final application, seconded by Ms. Doctrow.

Approved 7-0 by roll call vote with Ms. Robinson abstaining.

Open Space

1. McLennan Detention Pond Survey, Arlington DPCD - \$40K

Survey would establish a baseline against which the pond's conditions can be compared which will be used in plans for preservation of the ponds, land and surrounding residences.

Ms. Rowe – Request for retention basin survey.

Mr. McBride – Increased water flow due to global warming.

Ms. Mayer – Maintenance plan is required going forward.

Ms. Mayer motioned to advance the request to final application, seconded by Mr. McBride. Approved 7-0 by roll call vote with Ms. Robinson abstaining.

2. Public Land Management Addendum, Arlington DPCD - \$25K

Addendum to be presented to Town Meeting addressing ownership changes of town land.

Ms. Robinson – Will reach out to work with the group on areas that are also being worked on by Historical Commission.

Mr. Lau motioned to advance the request to final application, seconded by Ms. Mayer. Approved 8-0 by roll call vote.

Recreation

1. Menotomy Rocks Park Play and Picnic Area, Recreation Department - \$400K

2. Crosby Park Court and Park Renovation, Recreation Department - \$1.5M

Ms. Rowe – Requested that the Parks and Recreation Commission prioritize the projects.

Ms. Mayer – Noted that other groups with more project requests were not asked to prioritize.

Ms. Rowe stated that she will ask the Housing Corp to prioritize as well.

Ms. Doctrow – Supports the projects but asked if they can be phased.

Ms. Mayer – Last year's CPA request for Menotomy was rescinded by the Commission, prioritizing Hills Hill. The Commission previously returned \$400K in funding from Hurd back to CPA. Will discuss phasing and prioritizing with PRC, currently priority is the courts.

Mr. Lau motioned to advance the request to final application taking into consideration prioritizing may be required, seconded by Ms. Rowe. Approved 8-0 by roll call vote.

3. Minuteman Bikeway Redesign, Arlington DPCD - \$98,800

Ms. Rowe – Reiterated previous conversations noting that the property is owed by the MBTA.

Ms. Mayer – Most of the area is public land, not park land. Shared that Mr. Connelly, Director of Recreation, had a meeting today regarding the small portion of park land that abuts the bikeway.

Mr. Lau motioned to advance the request to final application, pending conversations with State agencies, MBTA and PRC, seconded by Ms. Doctrow. Approved 7-0 by roll call vote with Ms. Mayer abstaining.

Other Business - N/A

Ms. Rowe concluded the meeting at 8:30pm.